

# ORDER FOR SUPPLIES OR SERVICES

PAGE OF PAGES

IMPORTANT: Mark all packages and papers with contract and/or order numbers.

1 9

1. DATE OF ORDER 06/26/2013		2. CONTRACT NO. (If any) EP-C-12-054		6. SHIP TO: a. NAME OF CONSIGNEE AWPD-10	
3. ORDER NO. 0001		4. REQUISITION/REFERENCE NO. PR-OW-13-00367			
5. ISSUING OFFICE (Address correspondence to) (FOR U.S. MAIL ONLY) US Environmental Protection Agency 26 West Martin Luther King Drive Mail Code: NWD Cincinnati OH 45268				b. STREET ADDRESS US EPA-OW-OWOW-AWPD-10 1200 PENNSYLVANIA AVE., NW MC-4503-T	
				c. CITY WASHINGTON	d. STATE DC
				e. ZIP CODE 20460	
7. TO: DEBORAH ELLISON				f. SHIP VIA	
a. NAME OF CONTRACTOR R T I International				B. TYPE OF ORDER	
b. COMPANY NAME				a. PURCHASE REFERENCE YOUR:	
c. STREET ADDRESS PO BOX 12194 (b)(4)				IX b. DELIVERY Except for billing instructions on the reverse, this delivery order is subject to instructions contained on this side only of this form and is issued subject to the terms and conditions of the above-numbered contract.	
d. CITY RESEARCH TRIANGLE PARK				e. STATE NC	f. ZIP CODE 277092194
9. ACCOUNTING AND APPROPRIATION DATA Sec Schedule				10. REQUISITIONING OFFICE CPOD	
11. BUSINESS CLASSIFICATION (Check appropriate box(es)) a. SMALL b. OTHER THAN SMALL c. DISADVANTAGED d. WOMEN-OWNED e. HUBZone f. SERVICE-DISABLED g. WOMEN-OWNED SMALL BUSINESS (WOSB) h. EDWOSB VFTRAN-OWNED ELIGIBLE UNDER THE WOSB PROGRAM				12. F.O.B. POINT Destination	
13. PLACE OF a. INSPECTION Destination		b. ACCEPTANCE Destination		14. GOVERNMENT B/L NO.	
				15. DELIVER TO F.O.B. POINT ON OR BEFORE (Date)	
				16. DISCOUNT TERMS	

## 17. SCHEDULE (See reverse for Rejections)

ITEM NO. (a)	SUPPLIES OR SERVICES (b)	QUANTITY ORDERED (c)	UNIT (d)	UNIT PRICE (e)	AMOUNT (f)	QUANTITY ACCEPTED (g)
	DUNS Number: (b)(4) Technical Support for Assessment TMDL Tracking and Implementation System (ATTAINS) Redesign Planning. The effective date of this Task Order is September 16, 2013. Continued ...					
18. SHIPPING POINT		19. GROSS SHIPPING WEIGHT		20. INVOICE NO.		17(h) TOTAL (Cont. pages)
21. MAIL INVOICE TO:						
a. NAME RTP Finance Center		\$64,951.00				17(i) GRAND TOTAL
b. STREET ADDRESS (or P.O. Box) US Environmental Protection Agency RTP-Finance Center Mail Drop D143-02 109 JW Alexander Drive		\$64,951.00				
c. CITY Durham		d. STATE NC	e. ZIP CODE 27711			
22. UNITED STATES OF AMERICA BY (Signature) Noelle Mills				23. NAME (Typed) Noelle Mills TITLE: CONTRACTING/ORDERING OFFICER		

AUTHORIZED FOR LOCAL REPRODUCTION  
PREVIOUS EDITION NOT USABLE

OPTIONAL FORM 347 (Rev. 2/2012)  
Prescribed by GSA FPMR (41 CFR) 101-11.6

## SCHEDULE - CONTINUATION

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IMPORTANT: Mark all packages and papers with contract and/or order numbers.

DATE OF ORDER CONTRACT NO.

06/26/2013 EP-C-12-054

ORDER NO.

0001

ITEM NO. (a)	SUPPLIES/SERVICES (b)	QUANTITY ORDERED (c)	UNIT (d)	UNIT PRICE (e)	AMOUNT (f)	QUANTITY ACCEPTED (g)
0001	<p>Admin Office: CPOD US Environmental Protection Agency 26 West Martin Luther King Drive Mail Code: NWD Cincinnati OH 45268</p> <p>Accounting Info: 12-13-B-87FP-202BE2-2505---1287AF2010-002 BFY: 12 EBY: 13 Fund: B Budget Org: 87FP Program (PRC): 202BE2 Budget (BOC): 2505 DCN - Line ID: 1287AF2010-002 Period of Performance: 09/16/2013 to 08/29/2014</p> <p>Provide services in accordance with attached Performance Work Statement entitled, "Technical Support for Assessment TMDL Tracking and Implementation System (ATTAINS) Redesign Planning." This task order award is a result of RFP PR-OW-13-00367</p> <p>Level of Effort: 630 hours</p> <p>The government will make provisional fixed fee payments on the basis of percentage of work completed. For CPFF-term-type task orders, percentage of work completed is the ratio of direct labor hours performed to the direct labor hours ordered. Award Type: Cost-plus-fixed-fee Total Estimated Cost: (b)(4) Fixed Fee: (b)(4) Term Form</p> <p>The \$50,000 from the base contract is being allocated to this Task Order.</p>				64,951.00	

TOTAL CARRIED FORWARD TO 1ST PAGE (ILLM 17(H))

\$64,951.00

**B-1 LOCAL CLAUSES EPA-B-32-101 LIMITATION OF FUNDS NOTICE**

(a) Pursuant to the Limitation of Funds clause, incremental funding in the amount of (b)(4) is allotted to cover estimated cost. Funding in the amount of (b)(4) is provided to cover the corresponding increment of fixed fee. The amount allotted for costs is estimated to cover the contractor's performance through 6/10/2014.

(b) When the contract is fully funded as specified in the Estimated Cost and Fixed Fee Clause (EP 52.216-190), the Limitation of Cost clause shall become applicable.

(c) Recapitulation of Funds:

<b>FUNDING ACTION</b>	<b>ESTIMATED COST</b>	<b>FIXED FEE</b>	<b>COST PLUS FIXED FEE</b>
Initial Award	(b)(4)	(b)(4)	\$50,000.00
Total Funded			\$50,000.00
Total Per Contract			\$64,951.00
Balance Unfunded			\$14,951.00

**F-1 LOCAL CLAUSES EPA-F-12-101 PERIOD OF PERFORMANCE**

The period of performance of this contract shall be from September 16, 2013 through August 29, 2014 inclusive of all required reports.

**List of Documents, Exhibits and Other Attachments**

<b>Attachment Number</b>	<b>Attachment Title</b>	<b>Date</b>	<b>Number of Pages</b>
1	Performance Work Statement	06/24/2013	6

**PERFORMANCE WORK STATEMENT  
TSAWP IDIQ MULTIPLE-AWARD CONTRACT  
EP-C-12-054  
TASK ORDER 0001**

**TECHNICAL SUPPORT for ASSESSMENT TMDL TRACKING AND IMPLEMENTATION SYSTEM  
(ATTAINS) REDESIGN PLANNING**

**A. BACKGROUND:**

The contractor shall provide support to the EPA Task Order Project Officer (TOPO) by providing technical assistance in association with activities on ATTAINS (Assessment TMDL Tracking and Implementation System). This assistance is in support of EPA's planning activities related to the re-design of the ATTAINS system. The purpose of this effort is to work with the States and Regions to define approaches for tracking information as part of the 305(b)/303(d) Integrated Reporting process. EPA will be creating up to four workgroups consisting of representatives from both EPA and the States. These workgroups will focus on different aspects of the system and each workgroup will develop a recommended approach that will be used in the design and implementation of the ATTAINS system. Support under this task order will focus solely on ATTAINS planning activities and not on ATTAINS design or development. The four workgroups will focus on the following areas:

1. **Data Elements and Schema:** This workgroup will define the data elements and draft schema for exchanging Integrated Reporting information between the States and EPA.
2. **Data Exchange Methodology:** This workgroup will make recommendations on data exchange approaches and system design. EPA is conducting a separate analysis of technical options. These options, once complete, will help to inform the activities of this workgroup.
3. **Performance Measures Evaluation:** This workgroup will evaluate the existing performance measures that can be reported on with Integrated Reporting data. This workgroup will make recommendations on new approaches for how these measures can be reported and how the new ATTAINS design can be used to report on these measures.
4. **Improved Assessment Methods:** This workgroup will evaluate tools and methods that can be used to discover monitoring data and automatically screen that data against water quality criteria.

The contractor shall provide meeting support for the workgroups as well as provide technical input on workgroup products.

Individual tasks will support the following types of actions:

- organize regularly-scheduled meetings of the workgroups.
- prepare materials and format presenter materials in advance of the meetings.
- prepare issue papers, meeting summaries, action items, and other materials after the meetings.
- provide meeting facilitation.
- draft workgroup recommendations for TOPO review.
- provide technical input on workgroup materials.
- contribute technical expertise during planning discussions.
- communicate on the progress of the workgroups.

Technical Direction may come from the EPA TOPO, Alternate TOPO if the TOPO is on leave or travel, the PO, or the CO. Workgroup members may engage in technical communications, but may not issue technical direction to the contractor.



## **B. TASKS**

### **Task 1 – Quality Assurance/ Quality Control**

1.1. EPA has determined a QAPP will not be required for this task order. The contractor shall adhere to the Contract-level Quality Management Plan (QMP) in performing the scope of requested services in this task order, and shall take into consideration the QMP in completing the Cost and Technical Proposals for this Task Order. EPA also expects the contractor's Cost and Technical Proposals will fully account for the approach and completion of any QA-related tasks, reviews, or reporting described in conjunction with the work outlined in other sections of this task order. The Technical Proposal shall include reference to the appropriate sections of the contract-level QMP, as well as include relevant Standard Operating Procedures (SOPs), checklists, or other QA guidance, that will be followed to complete this task order.

#### *Additional QA Documentation Required*

All major deliverables (e.g., Technical Support Documents, Study Reports, Study Plans, etc.) produced by the contractor under this Task Order must include a discussion of the QA/QC activities that were or will be performed to support the deliverable.

The contractor shall immediately notify the EPA TOPO in writing of any QA problems encountered that may impact the performance of this Task Order, with recommendations for corrective action.

The contractor also shall provide EPA with monthly written reports of QA-related activities performed during implementation of this Task Order (see Section E "Reporting" below). These monthly written QA reports shall identify QA activities performed to support implementation of this task order, problems encountered, deviations from the QMP, SOPs, checklists, or other QA guidance, and corrective actions taken. The contractor may include this as a part of the required monthly financial/technical progress report required by the contract.

#### **Deliverables:**

- a. The contractor shall notify the EPA TOPO in writing at any time during the task order Period of Performance if changes are warranted to the QA-related protocols, SOPs, checklists, etc., (e.g., due to organizational changes or revised technical approaches).
- b. The contractor shall include a formal written QA/QC section within each major deliverable (as specified above).
- c. The contractor shall provide written monthly reports of QA activities performed during implementation of this task order (as specified above and in Section E).

### **Task 2 – "Kick Off" meeting.**

2.1. Prior to beginning work on this task order, the TOPO shall schedule a kick-off meeting with the contractor to discuss the tasks within this task order, the goals of the task order, and to review the schedule of benchmarks, deliverables, and milestones. The contractor should plan for one half-day trip for two people to Washington, DC for this kick-off meeting.

### **Task 3 – Meeting support for ATTAINS Re-Design Workgroups**

3.1 To effectively carry out this task, the contractor shall include a subject matter expert on Clean Water Act Sections 305(b) and 303(d), Integrated Reporting Program, Assessment Database, ATTAINS, and providing assistance to states. The activities associated with this task include: facilitating discussions, editing and organizing material for planning discussions, contributing technical expertise during planning discussions, attending meetings via conference line, note taking, meeting planning, maintaining documentation, communicating progress to the group, and other meeting related activities.

Workgroup calls for each workgroup will be held at least monthly, with calls occasionally needing to be held more frequently as needed. The contractor shall work with the TOPO to initiate each workgroup including developing a list of workgroup members, developing a charter for each workgroup, and identifying state and EPA leads for each workgroup. In order to keep the project on schedule, EPA has developed an initial list of workgroup members prior to the award of this Task Order. The contractor shall maintain this list and providing recommendations for additional workgroup members as necessary.

The contractor shall work with the TOPO to develop agendas for each meeting and assist in the scheduling of each meeting with the workgroup members.

During each workgroup meeting, the contractor shall provide meeting facilitation and note taking support. The contractor shall be able to use the technical expertise mentioned above to provide valuable input to the discussion. The contractor shall provide the minutes and action items from each meeting to the TOPO within five business days of each workgroup meeting. Upon approval by the TOPO the contractor shall distribute the minutes and action items to the workgroup members.

Upon request of the TOPO, the contractor shall develop issue papers on specific topics to provide input and background information to support workgroup discussions. For estimation purposes, the contractor shall plan on developing 5 such documents. Each document shall be no more than two pages, shall succinctly describe the issue, and include recommendations for the workgroups to consider.

All meetings will be held via telephone conference line. EPA will provide both the conference line and the webinar information for the workgroup meetings.

#### **Deliverables:**

- a. Charter for each workgroup that defines the purpose of the workgroup and the roles of the workgroup members. EPA will develop a draft charter for each workgroup prior to the award of this Task Order. The contractor will be responsible for compiling comments on the charter from the workgroup members and finalizing the charter per the comments provided by the workgroup through the TOPO.
- b. List of members for each workgroup, which will include names and contact information for each workgroup member (updated and maintained after each call). The initial list of workgroup members will be provided by EPA.
- c. Meeting minutes and action items for each workgroup (due 5 business days after each workgroup call).
- d. Draft issue papers on specific topics as directed by the TOPO (due 2 weeks after TOPO request for the development of an issue paper). Final due 5 days after receipt of comments from the TOPO.

#### Task 4 – Develop Recommendations Reports

4.1. The contractor shall support each workgroup in developing a brief report outlining the recommendations from each workgroup. Each report will be less than 20 pages and one report should be developed for each workgroup. The contractor shall work with the TOPO to develop the outline and content for each report. Workgroup members may also participate in drafting portions of the reports.

##### Deliverables:

- a. Report on workgroup recommendations on data elements and schema.
- b. Report on workgroup recommendations on data exchange methodologies and automated screening approaches.
- c. Report on workgroup recommendation on performance measures.
- d. Report on improved assessment methods.

#### C. SCHEDULE OF BENCHMARKS, DELIVERABLES & MILESTONES:

**BASE YEAR (Tentatively September 16, 2013 – August 30, 2014):**

Task # or PWS Section #.	BENCHMARK, DELIVERABLE or MILESTONE	SCHEDULE
1	Notification that changes are warranted related to QA	Within one day of occurrence
1	Formal QA/QC Section	To be included in each major deliverable (as defined in Task 1)
1	Written Monthly QA Report	To be included in the Monthly Progress Report (See Section E)
2	Kick-off meeting for task order	Within 10 business days of task order award.
D	Hold status calls with TOPO	As needed, at least once every 2 weeks.
3	Final list of members for each workgroup	Within 1 business days after receipt of written technical direction from TOPO.
3	Final workgroup charter for each workgroup	Within 5 business days after receipt of comments by workgroup members and TOPO.
3	Meeting minutes and action items for each workgroup.	Within 5 business days after each workgroup meeting.
3	Draft Issue papers on specific topics as directed by the TOPO.	Within 2 weeks after receipt of written technical direction from TOPO to develop a paper on a specific topic.
3	Final Issue papers on specific topics as directed by the TOPO.	Within 5 business days after receipt of written comments on revised drafts, and technical direction, from TOPO.
4	Contractor develops preliminary drafts of recommendations documents and furnishes to TOPO for review and comment.	Within 30 business days after receipt of written technical direction from TOPO to proceed with this task.

4	Contractor develops <u>revised</u> drafts of recommendations documents and furnishes to TOPO for review and comment.	Within 15 business days after receipt of written comments from TOPO on preliminary drafts.
4	Contractor develops <u>final</u> drafts of recommendations documents and furnishes to TOPO for review and comment.	Within 15 business days after receipt of written comments on revised drafts, and technical direction, from TOPO.
I	Contractor furnishes written notification to TOPO and CO if contractor is unable to satisfactorily complete any of the benchmarks, milestones, and deliverables within the remaining time of the Task Order Period of Performance.	Thirty (30) days prior to end of the Task Order.

#### **D. COMMUNICATIONS**

D.1. The contractor shall participate in status phone calls with the TOPO on an as-needed basis. The TOPO shall provide the contractor with a one-week notice of any scheduled status calls. All status calls will take place during normal business hours: 8:30 am to 5:00 pm Eastern Time.

#### **E. REPORTING**

All documentation and reporting under this Task Order shall be in compliance with contract requirements. See contract clause F.2, F.3, and J.2 "List of Attachments, Number 2 - Reports of Work".

The contractor shall prepare and furnish each month to the TOPO a written summary of work performed, and progress towards the schedule of benchmarks, deliverables, and milestones which has been accomplished each month. The contractor shall also include in this item a brief written summary of any challenges encountered in the appropriate month.

In addition, the contractor shall identify and briefly describe in the written monthly report those QA / QC activities which were performed to support implementation of this task order, and furnish a brief written description of: problems encountered, and any deviations were occurred from: the QMP, any existing QAPP, any SOP's, checklists, or other QA guidance, as well as a description of the corrective actions taken.

#### **F. FORMATS OF DELIVERABLES**

All deliverables must be provided in an editable version (currently Microsoft Office 2007) and may also need to be provided in other electronic formats, such as Adobe PDF, as requested by the TOPO. Other formats, such as hard copies or materials on CD or DVD, may also be requested by the TOPO.

#### **G. CONTRACTOR IDENTIFICATION**

Contractor personnel shall always identify themselves as Contractor employees by name and organization and physically display that information through an identification badge. Contractor personnel are prohibited from acting as the Agency's official representative.

The Contractor shall refer any questions relating to the interpretation of EPA policy, guidance, or regulation to the TOPO.

#### **H. CONFERENCE/MEETING GUIDELINES AND LIMITATIONS**

The contractor shall immediately notify the EPA Contracting Officer, PO, and TOPO of any anticipated event involving support for a meeting, conference, workshop, symposium, retreat, seminar, or training that may potentially incur \$20,000 or more in cost during performance. Conference expenses are all direct and indirect costs paid by the government and include any associated authorized travel and per diem expenses, room charges for official business, audiovisual use, light refreshments, registration fees, ground transportation and other expenses as defined by the Federal Travel Regulations. All outlays for conference preparation should be included, but the federal employee time for conference preparation should not be included. After notifying EPA of the potential to reach this threshold, the Contractor shall not proceed with the task(s) until authorized to do so by the Contracting Officer.

#### **I. NOTIFICATION OF COMPLETION OF TASK ORDER DELIVERABLES**

In the event the Task Order reaches thirty (30) days prior to the end of the Period of Performance and the contractor assesses that the contractor will not be able to satisfactorily complete any of the benchmarks, milestones, or deliverables by the end of the Performance Period, the contractor shall notify the TOPO and the Contracting Officer (CO) immediately, in writing. Within five (5) business days of said notification, the TOPO, in coordination with the CO, will provide technical direction concerning use of the remaining funding to prepare and furnish to the TOPO: draft deliverables, interim work products, and any necessary working files in an electronic format which is supported by EPA.

#### **J. QUALITY ASSURANCE SURVEILLANCE PLAN**

Per contract requirements.

<b>AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT</b>		1. CONTRACT ID CODE		PAGE OF PAGES 1 3	
2. AMENDMENT/MODIFICATION NO. 001		3. EFFECTIVE DATE 09/11/2013		4. REQUISITION/PURCHASE REQ. NO.	
5. PROJECT NO. (If applicable)		6. ISSUED BY CODE CPOD		7. ADMINISTERED BY (If other than Item 6) CODE CPOD	
(FOR U.S. MAIL ONLY) US Environmental Protection Agency 26 West Martin Luther King Drive Mail Code: NWD Cincinnati OH 45268		CPOD US Environmental Protection Agency 26 West Martin Luther King Drive Mail Code: NWD Cincinnati OH 45268			
8. NAME AND ADDRESS OF CONTRACTOR (No., street, county, State and ZIP Code)  R T I International Attn: DEBORAH ELLISON PO BOX 12194 (b)(4) RESEARCH TRIANGLE PARK NC 277092194		(x)		9A. AMENDMENT OF SOLICITATION NO.	
				9B. DATED (SEE ITEM 11)	
		x		10A. MODIFICATION OF CONTRACT/ORDER NO. FP-C-12-054 0001	
				10B. DATED (SEE ITEM 13) 06/26/2013	
CODE (b)(4)		FACILITY CODE			

**11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS**

The above numbered solicitation is amended as set forth in Item 14. The hour and date specified for receipt of Offers is extended, is not extended.  
Offers must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended, by one of the following methods: (a) By completing Items 9 and 15, and returning \_\_\_\_\_ copies of the amendment; (b) By acknowledging receipt of this amendment on each copy of the offer submitted; or (c) By separate letter or telegram which includes a reference to the solicitation and amendment numbers. FAILURE OF YOUR ACKNOWLEDGMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If by virtue of this amendment you desire to change an offer already submitted, such change may be made by telegram or letter, provided each telegram or letter makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified.

**12. ACCOUNTING AND APPROPRIATION DATA (If required)**

See Schedule

**13. THIS ITEM ONLY APPLIES TO MODIFICATION OF CONTRACTS/ORDERS. IT MODIFIES THE CONTRACT/ORDER NO. AS DESCRIBED IN ITEM 14.**

CHECK ONE	A. THIS CHANGE ORDER IS ISSUED PURSUANT TO: (Specify authority) THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NO. IN ITEM 10A.
X	B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (such as changes in paying office, appropriation date, etc.) SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF FAR 43.103(b).
	C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF:
	D. OTHER (Specify type of modification and authority)

**E. IMPORTANT:** Contractor X is not, is required to sign this document and return 3 copies to the issuing office.

**14. DESCRIPTION OF AMENDMENT/MODIFICATION (Organized by UCF section headings, including solicitation/contract subject matter where feasible.)**

DUNS Number: (b)(4)

TOPO: Dwan Young

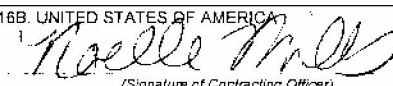
LIST OF CHANGES:

Reason for Modification : Other Administrative Action

The purpose of this modification is to establish Task Order Level Contracting Officers Representatives as identified in the EPA-G-42-101 Contract Administration Representatives clause.

Continued ...

Except as provided herein, all terms and conditions of the document referenced in Item 9A or 10A, as heretofore changed, remains unchanged and in full force and effect.

15A. NAME AND TITLE OF SIGNER (Type or print)		15A. NAME AND TITLE OF CONTRACTING OFFICER (Type or print) Noelle Mills	
15B. CONTRACTOR/OFFEROR  (Signature of person authorized to sign)	15C. DATE SIGNED	15B. UNITED STATES OF AMERICA  (Signature of Contracting Officer)	16C. DATE SIGNED 11 SEP 2013



## CONTINUATION SHEET

REFERENCE NO. OF DOCUMENT BEING CONTINUED

EP-C-12-054/0001/001

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OF

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NAME OF OFFEROR OR CONTRACTOR

R T I International

ITEM NO. (A)	SUPPLIES/SERVICES (B)	QUANTITY (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F)
	Payment: RTP Finance Center US Environmental Protection Agency RTP-Finance Center Mail Drop D143-02 109 TW Alexander Drive Durham NC 27711 Period of Performance: 09/16/2013 to 08/29/2014				

## **SECTION G - Contract Administration Data**

The following clause is incorporated into this Task Order by this modification to specify Task Order Level CORs.

### **G-1 LOCAL CLAUSES EPA-G-42-101 CONTRACT ADMINISTRATION REPRESENTATIVES**

Task Order-Level Contracting Officers Representatives (CORs)/Project Officers for this Task Order are as follows:

**TOPO:**

Dwane Young  
Phone: 202-566-1214  
Fax: 202-566-1545  
Young.dwane@Epa.gov  
USEPA Headquarters  
Ariel Rios Building  
1200 Pennsylvania Avenue, N. W.  
Mail Code: 4503T  
Washington, DC 20460

**Alternate TOPO:**

Charles Kovatch  
Phone: 202-566-0399  
Fax: 202-566-1437  
Kovatch.charles@Epa.gov  
USEPA Headquarters  
Ariel Rios Building  
1200 Pennsylvania Avenue, N. W.  
Mail Code: 4503T  
Washington, DC 20460

<b>AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT</b>		1. CONTRACT ID CODE		PAGE OF PAGES 1 3	
2. AMENDMENT/MODIFICATION NO. 002		3. EFFECTIVE DATE 01/07/2014		4. REQUISITION/PURCHASE REQ. NO. PR-CSWBR-14-00064	
5. PROJECT NO. (if applicable)		6. ISSUED BY CPOD		7. ADMINISTERED BY (if other than item 6) CPOD	
(FOR U.S. MAIL ONLY) US Environmental Protection Agency 26 West Martin Luther King Drive Mail Code: NWD Cincinnati OH 45268		US Environmental Protection Agency 26 West Martin Luther King Drive Mail Code: NWD Cincinnati OH 45268			
8. NAME AND ADDRESS OF CONTRACTOR (No., street, county, State and ZIP Code) R T T International Attn: DEBORAH ELLISON PO BOX 12194 (b)(4) RESEARCH TRIANGLE PARK NC 277092194		(x) 9A. AMENDMENT OF SOLICITATION NO.			
		9B. DATED (SEE ITEM 11)			
		x 10A. MODIFICATION OF CONTRACT/ORDER NO. EP-C-12-354 0001			
		10B. DATED (SEE ITEM 13) 06/26/2013			
CODE (b)(4)		FACILITY CODE			

**11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS**

The above numbered solicitation is amended as set forth in item 14. The hour and date specified for receipt of Offers is extended, is not extended.  
Offers must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended, by one of the following methods: (a) By completing items 8 and 15, and returning copies of the amendment; (b) By acknowledging receipt of this amendment on each copy of the offer submitted; or (c) By separate letter or telegram which includes a reference to the solicitation and amendment numbers. FAILURE OF YOUR ACKNOWLEDGEMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If by virtue of this amendment you desire to change an offer already submitted, such change may be made by telegram or letter, provided each telegram or letter makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified.

12. ACCOUNTING AND APPROPRIATION DATA (if required)  
See Schedule Net Increase: \$14,951.00

**13. THIS ITEM ONLY APPLIES TO MODIFICATION OF CONTRACTS/ORDERS. IT MODIFIES THE CONTRACT/ORDER NO. AS DESCRIBED IN ITEM 14.**

CHECK ONE	A. THIS CHANGE ORDER IS ISSUED PURSUANT TO: (Specify authority) THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NO. IN ITEM 10A.
	B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (such as changes in paying office, appropriation date, etc.) SET FORTH IN ITEM 14. PURSUANT TO THE AUTHORITY OF FAR 43.103(b).
	C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF:
X	D. OTHER (Specify type of modification and authority) FAR 52.232-20 Limitation of Cost

**E. IMPORTANT:** Contractor ☒ is not required to sign this document and return C copies to the issuing office.

**14. DESCRIPTION OF AMENDMENT/MODIFICATION (Organized by UCF section headings, including solicitation/contract subject matter where feasible.)**

DUNS Number: (b)(4)

The purpose of this modification is to add \$14,951 of incremental funding to the base period which fully funds the Task Order base period (see Recapitulation of Funding).

TOPO: Dwane Young

**LIST OF CHANGES:**

Reason for Modification: Funding Only Action

Obligated Amount for this Modification: \$14,951.00

**CHANGES FOR LINE ITEM NUMBER: 1**

Obligated Amount for this modification: \$14,951.00

Incremental Funded Amount changed from \$50,000.00 to \$64,951.00

Continued ...

Except as provided herein, all terms and conditions of the document referenced in item 9A or 10A, as heretofore changed, remains unchanged and in full force and effect.

15A. NAME AND TITLE OF SIGNER (Type or print)		16A. NAME AND TITLE OF CONTRACTING OFFICER (Type or print) Noelle Mills	
15B. CONTRACTOR/OFFEROR (Signature of person authorized to sign)	15C. DATE SIGNED	16B. UNITED STATES OF AMERICA (Signature of Contracting Officer)	16C. DATE SIGNED 1/7/14

## CONTINUATION SHEET

REFERENCE NO. OF DOCUMENT BEING CONTINUED

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2

3

NAME OF OFFEROR OR CONTRACTOR

R T I International

ITEM NO (A)	SUPPLIES/SERVICES (B)	QUANTITY (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F)
	<p>NEW ACCOUNTING CODE ADDED: Account code: 14-15-B-87FM-202BD4XPQ-2505-LFTD0000--1487ME4004-001 Beginning Fiscal Year 14 Ending Fiscal Year 15 Fund (Appropriation) B Budget Organization 87FM Program (PRC) 202BD4XPQ Budget (BOC) 2505 Job # (Site/Project) LFTD0000 Cost Organization DCN-LineID 1487ME4004-001 Amount: \$14,951.00</p> <p>Payment Address: RTP Finance Center US Environmental Protection Agency RTP-Finance Center (D143-02) 109 TW Alexander Drive Durham NC 27711 Delivery Location Code: OW-OWOW-AWPD-IO AWPD-IO US EPA-OW-OWOW-AWPD-IO 1200 PENNSYLVANIA AVE., NW XC-4503-T WASHINGTON DC 20460</p> <p>Payment: RTP Finance Center US Environmental Protection Agency RTP-Finance Center (D143-02) 109 TW Alexander Drive Durham NC 27711 FOB: Destination Period of Performance: 09/16/2013 to 08/29/2014</p>				

**EP-C-12-054**  
**Task Order 001**

**Recapitulation Of Funding To Date By Contract Period**

<b>FUNDING ACTION</b>	<b>ESTIMATED COST</b>	<b>FIXED FEE</b>	<b>COST PLUS FIXED FEE</b>
Initial Award	(b)(4)	(b)(4)	\$50,000.00
Modification 2			\$14,951.00
Total Funded			\$64,951.00
Total Per Contract			\$64,951.00
Balance Unfunded			\$0.00

AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT		CONTRACT ID CODE		PAGE OF PAGES	
2. AMENDMENT/MODIFICATION NO. 003		3. EFFECTIVE DATE 04/08/2014		4. REQUISITION/PURCHASE REQ NO. PP-OW-14-00186	
5. PROJECT NO. (if applicable)		6. ISSUED BY CPOD		7. ADMINISTERED BY (if other than item 6) CPOD	
(FOR U.S. MAIL ONLY) US Environmental Protection Agency 26 West Martin Luther King Drive Mail Code: NWD Cincinnati OH 45268		CPOD US Environmental Protection Agency 26 West Martin Luther King Drive Mail Code: NWD Cincinnati OH 45268			
8. NAME AND ADDRESS OF CONTRACTOR (No. street, county, State and ZIP Code) R T I International Attn: DEBORAH ELLISON PO BOX 12194 (b)(4) RESEARCH TRIANGLE PARK NC 277092194		(x) 9A. AMENDMENT OF SOLICITATION NO. 9B. DATED (SEE ITEM 11)		X 10A. MODIFICATION OF CONTRACT/ORDER NO. EP-C-12-054 0001 10B. DATED (SEE ITEM 13) 06/26/2013	
CODE (b)(4)		FACILITY CODE			

# 11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS

☐ The above numbered solicitation is amended as set forth in item 14. The hour and date specified for receipt of Offers ☐ is extended, ☐ is not extended. Offers must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended, by one of the following methods: (a) By completing items 8 and 15, and returning \_\_\_\_\_ copies of the amendment; (b) By acknowledging receipt of this amendment on each copy of the offer submitted; or (c) By separate letter or telegram which includes a reference to the solicitation and amendment numbers. FAILURE OF YOUR ACKNOWLEDGEMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If by virtue of this amendment you desire to change an offer already submitted, such change may be made by telegram or letter, provided each telegram or letter makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified.

12. ACCOUNTING AND APPROPRIATION DATA (if required)  
See Schedule Net Increase: \$13,704.00

# 13. THIS ITEM ONLY APPLIES TO MODIFICATION OF CONTRACTS/ORDERS. IT MODIFIES THE CONTRACT/ORDER NO. AS DESCRIBED IN ITEM 14.

CHECK ONE	A. THIS CHANGE ORDER IS ISSUED PURSUANT TO (Specify authority) THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NO. IN ITEM 10A.
	B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (such as changes in paying office, appropriation date, etc.) SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF FAR 43.103(b).
X	C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF FAR 52.243-2 Changes - Cost Reimbursement & FAR 52.232-20 Limitation of Cost
	D. OTHER (Specify type of modification and authority)

E. IMPORTANT: Contractor ☐ is not, ☒ is required to sign this document and return \_\_\_\_\_ 1 \_\_\_\_\_ copies to the issuing office.

14. DESCRIPTION OF AMENDMENT/MODIFICATION (Organized by UOF section headings, including solicitation/contract subject matter where feasible.)

DUNS Number: (b)(4)

The purpose of this modification is to add an additional 13 teleconferences to the Task Order. The additional teleconferences are to be spread across the four workgroups as follows:

Workgroup 1: An additional 3 teleconferences  
Workgroup 2: An additional 2 teleconferences  
Workgroup 3: An additional 6 teleconferences  
Workgroup 4: An additional 2 teleconferences

Each teleconference is estimated at 1.5 hours each, and support includes developing minutes  
Continued ...

Except as provided herein, all terms and conditions of the document referenced in item 9A or 10A, as heretofore changed, remains unchanged and in full force and effect

15A. NAME AND TITLE OF SIGNER (Type or print) Donna Cooper, Senior Contracting Officer		16A. NAME AND TITLE OF CONTRACTING OFFICER (Type or print) Noelle Mills	
15B. CONTRACTOR/OFFEROR Donna Cooper (Signature of person authorized to sign)		16B. UNITED STATES OF AMERICA (Signature of Contracting Officer)	
15C. DATE SIGNED 04/14/14		16C. DATE SIGNED 4/15/14	

NSI: 7540-04-152-0070  
Previous edition unusable

STANDARD FORM 30 (REV 10-83)  
Prescribed by GSA  
FAR (48 CFR) 53.243



CONTINUATION SHEET		REFERENCE NO. OF DOCUMENT BEING CONTINUED		PAGE	OF
		EP-C-12-054/0001/003		2	4
NAME OF OFFEROR OR CONTRACTOR R T I International					
ITEM NO. (A)	SUPPLIES/SERVICES (B)	QUANTITY (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F)
	<p>and action items for each teleconference. Funding in the amount of \$13,704, is added to fully fund the increase to the estimated cost and fixed fee. TOPO: Dwane Young LIST OF CHANGES: Reason for Modification: Supplemental Agreement for work within scope Total Amount for this Modification: \$13,704.00 New Total Amount for this Version: \$78,655.00 New Total Amount for this Award: \$78,655.00 Obligated Amount for this Modification: \$13,704.00</p> <p>CHANGES FOR LINE ITEM NUMBER: 1 Description changed to Provide services in accordance with attached Performance Work Statement entitled, "Technical Support for Assessment TMDL Tracking and Implementation System (ATTAINS) Redesign Planning." This task order award is a result of REP PR-OW-13-00367</p> <p>Level of Effort: 718 hours</p> <p>The government will make provisional fixed fee payments on the basis of percentage of work completed. For CPFF-term-type task orders, percentage of work completed is the ratio of direct labor hours performed to the direct labor hours ordered.</p> <p>Total Amount changed from \$64,951.00 to \$78,655.00</p> <p>NEW ACCOUNTING CODE ADDED: Account code: 14-15-B-87FM-202BD4XPQ-2505-LFTD0000-1487ME4022-001 Beginning Fiscal Year 14 Ending Fiscal Year 15 Fund (Appropriation) B Budget Organization 87FM Program (PRC) 202BD4XPQ Budget (BOC) 2505 Job # (Site/Project) LFTD0000 Cost Organization OCN-LineID 1487ME4022-001 Amount: \$13,704.00 Delivery Location Code: OW-OWOW-AWPD-IO AWPD-IO US EPA-OW-OWOW-AWPD-IO 1200 PENNSYLVANIA AVE., NW Continued ...</p>				

CONTINUATION SHEET	REFERENCE NO. OF DOCUMENT BEING CONTINUED	PAGE	OF
	EP-C-12-054/0001/003	3	4

NAME OF OFFEROR OR CONTRACTOR  
R T I International

ITEM NO (A)	SUPPLIES/SERVICES (B)	QUANTITY (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F)
	NC-4503-T WASHINGTON DC 20460  Payment: RTP Finance Center US Environmental Protection Agency RTP-Finance Center (D143-02) 109 TW Alexander Drive Durham NC 27711 FOB: Destination Period of Performance: 09/16/2013 to 08/29/2014				

The following clause is revised by this modification as follows:

**B-1 LOCAL CLAUSES EPA-B-32-101 LIMITATION OF FUNDS NOTICE**

(a) Pursuant to the Limitation of Funds clause, incremental funding in the amount of (b)(4) is allotted to cover estimated cost. Funding in the amount of (b)(4) is provided to cover the corresponding increment of fixed fee. The amount allotted for costs is estimated to cover the contractor's performance through 8/29/2014.

(b) When the contract is fully funded as specified in the Estimated Cost and Fixed Fee Clause (EP 52.216-190), the Limitation of Cost clause shall become applicable.

(c) Recapitulation of Funds

FUNDING ACTION	COST PLUS	
	ESTIMATED COST	FIXED FEE
Initial Award	(b)(4)	(b)(4)
Modification 2		
Modification 3		
Total Funded		
Total Per Contract		
Balance Unfunded		

<b>AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT</b>		1. CONTRACT ID CODE		PAGE OF PAGES 1 1 3	
2 AMENDMENT/MODIFICATION NO. 004		3 EFFECTIVE DATE See Block 16C		4 REQUISITION/PURCHASE REQ. NO	
5 PROJECT NO. (If applicable)		5 ADMINISTERED BY (If other than Item 6)		CODE CPD	
6 ISSUED BY (FOR U.S. MAIL ONLY) US Environmental Protection Agency 26 West Martin Luther King Drive Mail Code: NWD Cincinnati OH 45268		7. ADMINISTERED BY (If other than Item 6) CPD US Environmental Protection Agency 26 West Martin Luther King Drive Mail Code: NWD Cincinnati OH 45268		CODE CPD	
8 NAME AND ADDRESS OF CONTRACTOR (No. , street, county, State and ZIP Code)  R T I International Attn: DEBORAH ELLISON PO BOX 12194 (b)(4) RESEARCH TRIANGLE PARK NC 277092194		(X) 9A. AMENDMENT OF SOLICITATION NO.		9B DATED (SEE ITEM 11)	
CODE (b)(4)		FACILITY CODE		10A. MODIFICATION OF CONTRACT/ORDER NO EP-C-12-054 0001 10B DATED (SEE ITEM 13) 05/26/2013	
<b>11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS</b>					
<input type="checkbox"/> The above numbered solicitation is amended as set forth in Item 14. The hour and date specified for receipt of Offers <input type="checkbox"/> is extended, <input type="checkbox"/> is not extended. Offers must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended, by one of the following methods: (a) By completing Items 8 and 15, and returning _____ copies of the amendment; (b) By acknowledging receipt of this amendment on each copy of the offer submitted; or (c) By separate letter or telegram which includes a reference to the solicitation and amendment numbers. FAILURE OF YOUR ACKNOWLEDGEMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If by virtue of this amendment you desire to change an offer already submitted, such change may be made by telegram or letter, provided each telegram or letter makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified.					
12 ACCOUNTING AND APPROPRIATION DATA (If required) See Schedule		Net Decrease:		(b)(4)	
<b>13. THIS ITEM ONLY APPLIES TO MODIFICATION OF CONTRACTS/ORDERS. IT MODIFIES THE CONTRACT/ORDER NO. AS DESCRIBED IN ITEM 14.</b>					
CHECK ONE					
A. THIS CHANGE ORDER IS ISSUED PURSUANT TO. (Specify authority) THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NO. IN ITEM 10A.					
B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (such as changes in paying office, appropriation date, etc.) SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF FAR 43.103(b)					
C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF:					
D. OTHER (Specify type of modification and authority)					
X Bilateral: FAR 52.232-22 Limitation of Funds					
E. IMPORTANT: Contractor <input type="checkbox"/> is not, <input checked="" type="checkbox"/> is required to sign this document and return _____ 1 _____ copies to the issuing office					
14 DESCRIPTION OF AMENDMENT/MODIFICATION (Organized by UCF section headings, including solicitation/contract subject matter where feasible)					
DUNS Number: (b)(4)					
The purpose of this modification is to deobligate unliquidated obligations on estimated cost in the amount of (b)(4)					
TOCOR: Dwane Young					
LIST OF CHANGES:					
Reason for Modification: Funding Only Action					
Obligated Amount for this Modification: (b)(4)					
CHANGES FOR ACCOUNTING CODE:					
14-15-B-87FM-202BD4XPQ-2505-LFTD0000-148/ME4022-001					
Amount changed from (b)(4) to (b)(4)					
Continued ...					
Except as provided herein, all terms and conditions of the document referenced in Item 9A or 10A, as heretofore changed, remains unchanged and in full force and effect					
15A. NAME AND TITLE OF SIGNER (Type or print)		15B. NAME AND TITLE OF CONTRACTING OFFICER (Type or print)		15C. DATE SIGNED	
Donna Cooper, Senior Contracting Officer		Noelle Mills		3-23-15	
15D. CONTRACTING OFFICER		15E. UNITED STATES OF AMERICA		15F. DATE SIGNED	
(Signature of person authorized to sign)		(Signature of Contracting Officer)		3/23/15	
NSN 7540-01-152-8070 Previous edition unusable					
STANDARD FORM 30 (REV 10-83) Prescribed by GSA FAR (48 CFR) 53.243					

CONTINUATION SHEET	REFERENCE NO OF DOCUMENT BEING CONTINUED	PAGE	OF
	EP-C-12-054/0001/004	2	3

NAME OF OFFEROR OR CONTRACTOR  
 E T I International

ITEM NO (A)	SUPPLIES/SERVICES (B)	QUANTITY (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F)
	Delivery Location Code: OW-OWOW-AWPD-IO AWPD-IO US EPA-OW-OWOW-AWPD-IO 1200 PENNSYLVANIA AVE., NW MC-4503-T WASHINGTON DC 20460  Payment: RTP Finance Center US Environmental Protection Agency RTP-Finance Center (D143-02) 109 TW Alexander Drive Durham NC 27711 FOB: Destination Period of Performance: 09/16/2013 to 08/29/2014				

The following clause is revised by this modification as follows:

**B-1 LOCAL CLAUSES EPA-B-32-101 LIMITATION OF FUNDS NOTICE**

(a) Pursuant to the Limitation of Funds clause, incremental funding in the amount of (b)(4) is allotted to cover estimated cost. Funding in the amount of (b)(4) is provided to cover the corresponding increment of fixed fee. The amount allotted for costs is estimated to cover the contractor's performance through 8/29/2014.

(b) When the contract is fully funded as specified in the Estimated Cost and Fixed Fee Clause (EP 52.216-190), the Limitation of Cost clause shall become applicable.

(c) Recapitulation of Funds

<b>FUNDING ACTION</b>	<b>ESTIMATED COST</b>	<b>FIXED FEE</b>	<b>COST PLUS FIXED FEE</b>
Initial Award	(b)(4)	(b)(4)	\$50,000.00
Modification 2			\$14,951.00
Modification 3			\$13,704.00
Modification 4			(b)(4)
Total Funded			\$78,444.53
Total Per Contract			\$78,655.00
Balance Unfunded			(b)(4)